

MEETING MINUTES

February 18, 2014

I. Call to Order & Orders of the Day

Roll Call

PRESENT: Vice Chair Johnny Lee, Commission Members Charles McHugh, Nga Huynh, Valerie Smrtic, Denise McCallaCreary, and Deanford Chen.

ABSENT: Commission Members Elisa Orona, Mansimrat Singh, Brenda Wu, Delores Springs, and Karl Hennig.

STAFF: Deputy City Clerk Suzanne Guzzetta

Call to Order

The members of the Council Appointment Advisory Commission convened at 6:54 p.m. in Room W262 of City Hall, 200 E. Santa Clara Street, CA 95113.

Orders of the Day

Action: Upon a motion by Commissioner Smrtic, and seconded by Commissioner McHugh, the Commission approved the adoption of the February 18, 2014 agenda. Vote (6-0-5; Commissioners Orona, Singh, Wu, Springs, and Hennig absent)

III. Welcome & Introduction of New Members

Members of the Commission introduced themselves.

IV. Elect Chair and Vice Chair

Discussion: Vice Chair Johnny Lee asked for nominations to the positions of Chair and Vice Chair. Commissioner McHugh nominated Johnny Lee as Chair and Nga Huynh as Vice Chair.

Action: The commission approved the appointment of Commissioner Johnny Lee as Chair and Nga Huynh as Vice Chair. Vote (6-0-5; Commissioners Orona, Singh, Wu, Springs, and Hennig absent)

V. Public Comment

There was no public comment.

VI. Consent Calendar

- A. Approve the Minutes for the Regular Meeting of December 17, 2013

Documents Filed: Draft minutes for the December 17, 2013 meeting.

Action: Upon a motion by Commissioner McHugh, and seconded by Vice Chair Huynh, the Commission approved the meeting minutes of December 17, 2013. Vote (6-0-5; Commissioners Orona, Singh, Wu, Springs, and Hennig absent).

VII. Interviews – None

VIII. Reports and Information Only

- A. Department Staff

1. Board and Commission Structural Improvement Update

Deputy City Clerk Suzanne Guzzetta updated the Commission on the status of the Housing and Community Development Commission and the result of the City Council Hearing on February 11, 2014.

2. Recruitment Update

Documents Filed: Information Memo entitled, “Board and Commission Vacancies”

Deputy City Clerk Suzanne Guzzetta informed the Commission of current recruitments and possible upcoming recruitments.

- B. Subcommittee Reports – None.
C. Information Only – None.

IX. Old Business

There was no Old Business.

X. New Business

- A. Discussion and Possible Action Establishing Subcommittees for Commission Interviews

The Commission discussed establishing subcommittees for interviews. The item was deferred to March for further discussion.

- B. Review Potential Dates for Commission Interviews in April 2014

Staff indicated a Doodle scheduling request would be sent out to solicit Commissioner Availability, and the item was deferred to March for further discussion.

C. Review Interview Questions for Library and Early Education Commission

The commission reviewed interview questions and provided feedback to staff.

XI. Meeting Schedule and Agenda Items

The next regular meeting is Tuesday, March 18, 2014 at 6:30 p.m. in City Hall, Wing Room 118.

XII. Adjournment

The meeting was adjourned at approximately 8:01 p.m.



JOHNNY LEE, CHAIR

ATTEST:

COUNCIL APPOINTMENT ADVISORY COMMISSION SECRETARY



SUZANNE GUZZETTA, DEPUTY CITY CLERK